

*If you are using a printed copy of this procedure, and not the on-screen version, then you **MUST** make sure the dates at the bottom of the printed copy and the on-screen version match.
The on-screen version of the Collider-Accelerator Department Procedure is the Official Version.
Hard copies of all signed, official, C-A Operating Procedures are kept on file in the C-A ESHQ Training Office, Bldg. 911A.*

C-A OPERATIONS PROCEDURES MANUAL

ATTACHMENT

10.1.d Operator Response to Water Spills

C-A OPM Procedures in which this Attachment is used.		
10.1		

Hand Processed Changes

<u>HPC No.</u>	<u>Date</u>	<u>Page Nos.</u>	<u>Initials</u>
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Approved: _____ ***Signature on File*** _____
 Collider-Accelerator Department Chairman Date

E. Lessard

Operator Response to C-A Water Spills

The purpose of these checklists is to provide Operators with a set of guidelines to follow in the event of a water spill in the C-A Department. For the purpose of this procedure, the following definitions will be used:

"Small spill"

A small spill is defined as <100 gallons. A spill that causes the system pump(s) to trip off, spills directly to the ground, or leak rates outside an established baseline leak rate, are considered significant spills.

"Significant Spill"

A significant water spill is defined as ≥ 100 gallons. A spill that causes the system pump(s) to trip off, spills directly to the storm sewer, as opposed to the sanitary sewer, spills to the ground outside a building, or a leak rate outside an established baseline leak rate.

"Operators"

Operators are personnel in the Water Systems Group, Mechanical Services, Power Room, C-A Support Group and Main Control Room.

If "Significant Spill", then go to "Significant Spill" Checklist

A "Small Spill" From Any Water System Should be Acted Upon as Follows:

(If the step does not apply; write NA in the "Initial" column)

Initial

- 1)_____ Call in Water Systems Group
- 2)_____ ISOLATE the source; for example, isolate the spill from drains or doors and close off the feed water. If contact with the water is necessary call a Radiological Control Technician (RCT) (X4660 or pager 453-6113) for guidance.
- 3)_____ Collect a 500 ml. sample in a clean container and attach a "Chain of Custody" form. A "Chain of Custody" form is available from the C-A Environmental Coordinator (X7520 or pager 4234) or the Facility Support Group (X4660 or pager 453-6113). Sample containers are available from the Water Systems Group.
- 4)_____ Barrier the spill area with caution tape.
- 5)_____ After the spill has been cleaned up or evaporates call an RCT for a smear of the spill area. The RCT will determine if the barriers can be removed.
- 6)_____ The first opportunity DURING NORMAL WORKING HOURS report the following to the C-A Department Environmental Compliance Rep and the C-A Environmental Coordinator (X7520 or pager 4234).

Quantity of water released _____

Location of release _____

Time of Release _____

Brief description of the incident and actions taken _____

A "Significant Spill" From Any Water Systems Should be Acted Upon as Follows:

Initial

- 1) _____ CALL in Water Systems Group.
- 2) _____ ISOLATE the source; for example, isolate the spill from floor drains or doors and close off the feed water.
- 3) _____ COLLECT a 500 ml. sample in a clean container and attach a "Chain of Custody" form. A "Chain of Custody" form is available from the C-A Environmental Coordinator (X7520 or pager 4234) or the Facility Support Group (X4660 or pager 453-6113). Sample containers are available from Water Systems Group.
- 4a) _____ IF the spill is on the ground OUTSIDE a building and occurs DURING NORMAL WORKING HOURS, THEN contact the C-A Environmental Coordinator and advise him that a C-A water spill has occurred outdoors. The C-A Environmental Coordinator shall in turn notify the appropriate personnel in the Environmental Services Division. Report the following:

Quantity of water released _____
Location of Release _____
Time of release _____
Brief description of the incident and actions taken _____

OR

- 4b) _____ IF the spill is on the ground OUTSIDE a building and occurs DURING OFF HOURS THEN call Laboratory Police (X2222) and advise them that an C-A water spill has occurred OUTDOORS and request that they notify the Environmental Services Division using the SBMS Spill Response Subject Area.
- 5) _____ INITIATE the calling procedure in [C-A-OPM 10.1](#), Section 5.1, so that the spill can be categorized as either an EMERGENCY, UNUSUAL OFF-NORMAL OCCURRENCE, or NOT A REPORTABLE OCCURRENCE, and so that appropriate notification requirements can be completed, if necessary (see [C-A-OPM 10.1](#), Section 5.4).
- 6) _____ CONTACT the Facility Support Group (X4660 or pager 6189) to determine if protective clothing is required to clean up the area or perform repair work.
- 7) _____ DETERMINE if repair work can proceed without causing further releases to the environment.
- 8) _____ IF further significant releases to the environment are not likely, THEN make necessary repairs and restore the system for operation as soon as possible.
- 9) _____ SAVE and TAG any components replaced for future inspection.